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“Maintenance Team” Training: Phase Two

Revised 13 Apr 2004

- **Objectives :**

- How to look at premiums
- The Placement & Oversight Business Rules and Process
- How the MMBP Process will work
- The Master Spec Catalog (MSC)
- The New Availability Numbering System



Briefing Summary

- Premiums
- Placement and Oversight Rules and Process
- Maintenance and Modernization Business Plan (MMBP)
- Master Spec Catalog (MSC)
- New Availability Numbering System
- Expectations & Metrics





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Policy Directives

- COMNAVSURFOR Notice 4703 dated 26 Jan 2004
 - Includes new policy for NAVSURFOR
 - Covers Placement and Oversight of work
 - Provides “Business Rules”
 - Also covers Funding Management, Proposal reviews, and further guidance for Firm Fixed Price (FFP) contracts
 - Addendum contains MMBP details
 - SHIPMAIN grams will be issued as needed
 - Expect more SHIPMAIN related notices and more revisions
 - Roll up into COMNAVSURFORINST or JFMM change



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Key Definitions

- Business Case Analysis (BCA)
- Premium
- Summary of Events (SOE)
- Multi-Ship/Multi-Option (MS/MO) Contract
- Reservation
- Option Item



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CFTs Designed Changes for Entitled Process

Alteration Management

- All Alts through same process
- 2 Types: Program & Fleet
- Mission and BG
- Interoperability focus
- Hierarchical decision making model
- Prioritized list: Figure of Merit
- Engineering/PCA filters

Requirements

- 1 Step
- Brokering/screening
- Prioritized 2Ks: Figure of Merit
- Continuous flow 2Ks
- Auto screening of ICMP 2Ks
- ICAVs provide electronic 2Ks

Over-arching Changes

- Hull-focused Maintenance Teams
- Predictable funds administration
- Early, collaborative involvement of Executing Activity
- Metrics to drive improvement

Package Preparation

- Master Spec Database
 - Established specs
 - Templates for new specs
- Metrics driving Reusability of Specs
- Planning by Executor
- Robust Feedback System
 - New specs
 - Cost returns
- Short CT advance planning milestones

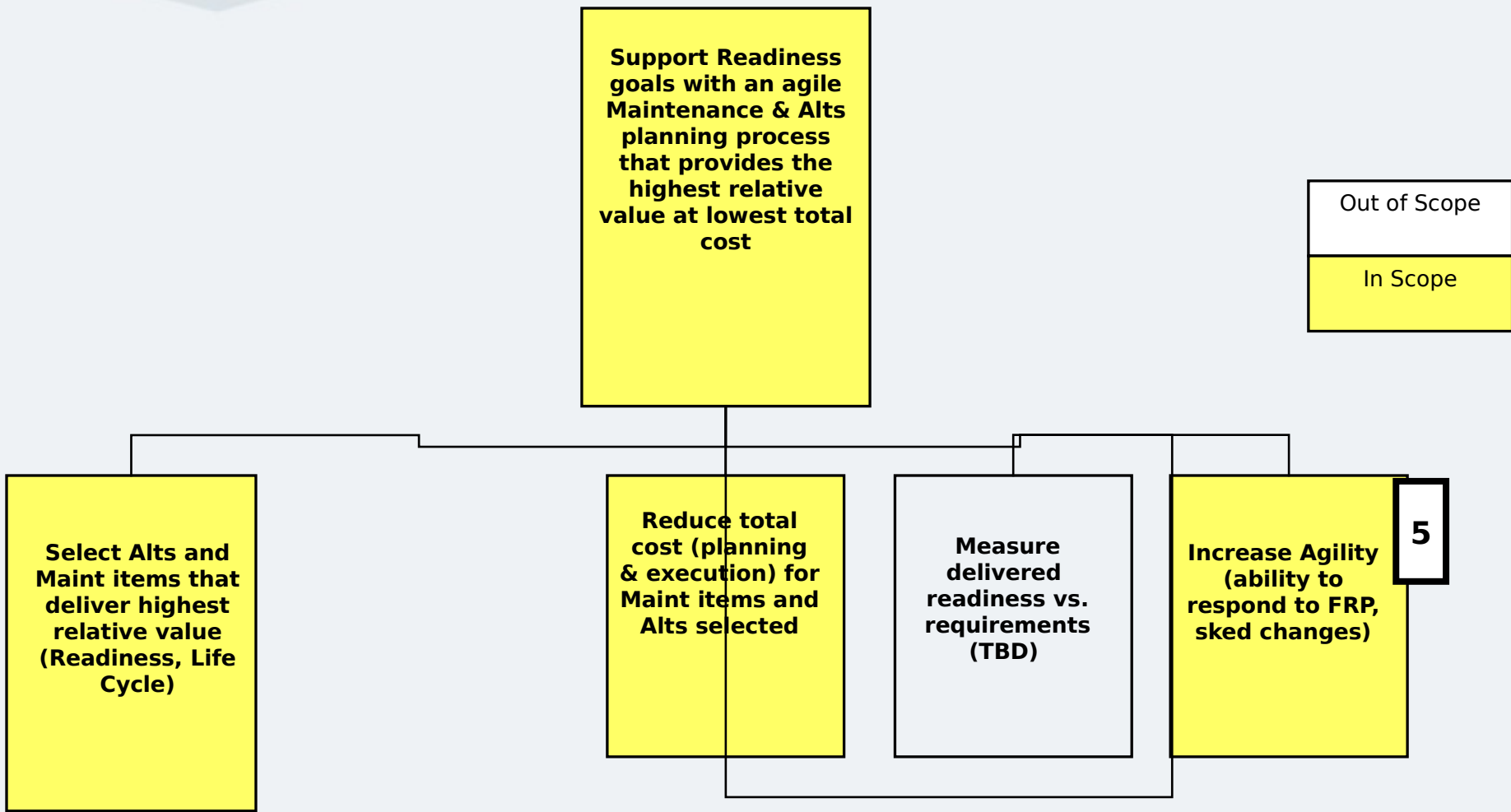
Placement & Oversight

- MSMO Contracts
- MSR incentives to reduce total cost
- Continuous planning
- Quarterly incremental funding
- Shift work between CM, CNO w/o premium
- Feedback - reduce premiums
- Parallel TAR



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Results Linked to Drivers (CFT 1-4)





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Maintenance Premiums



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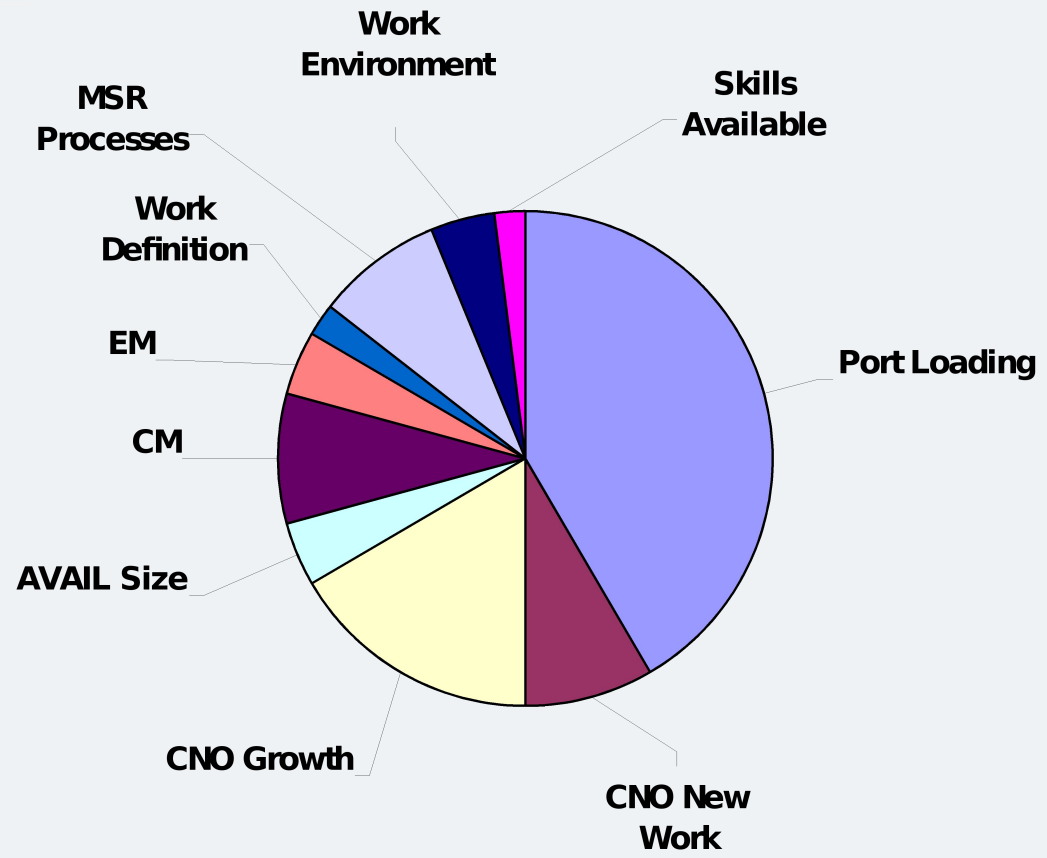
Maintenance Premiums

- **What is the definition of maintenance premiums?**
- **Are Maintenance Premiums significant?**
- **Which premiums do we measure?**
- **How do we measure premiums?**



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Premiums Are Driven by These Conditions/Activities

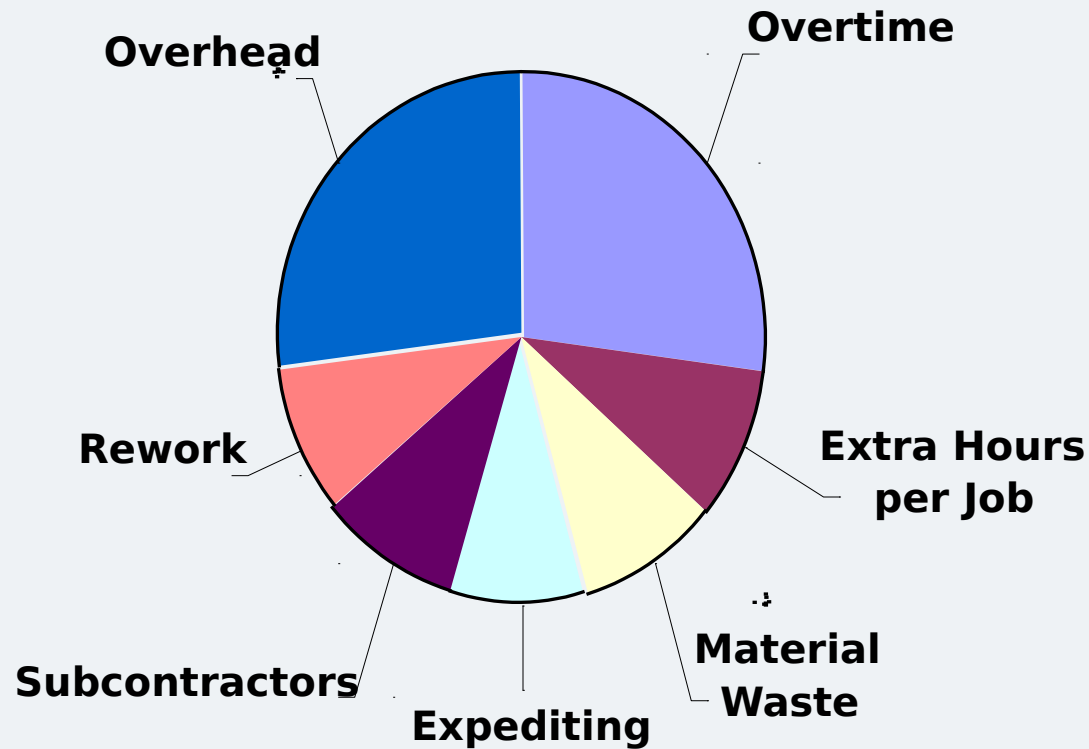


Total Premiums Dollars



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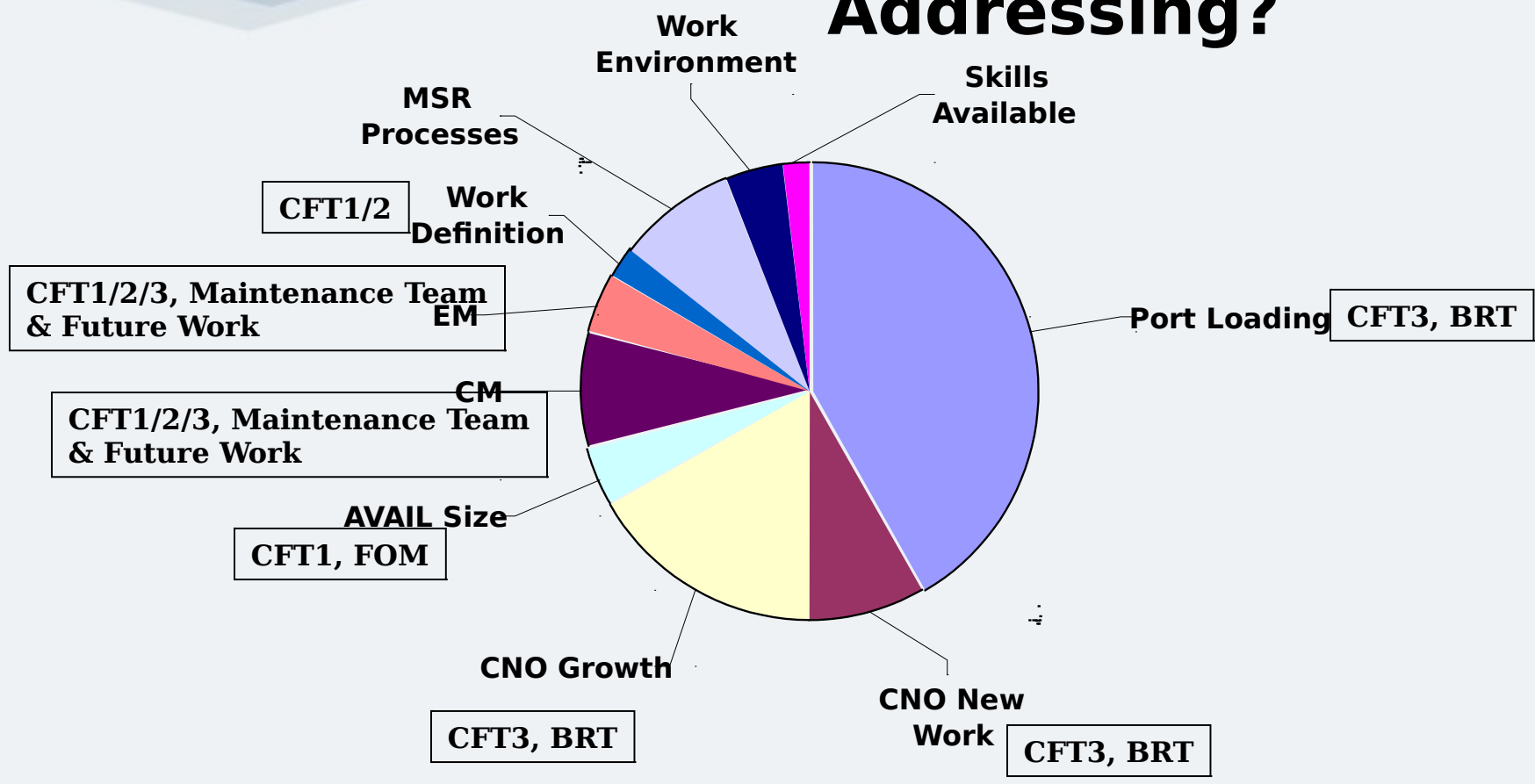
Premiums Dollars Are Spent in These Areas





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Which Premiums are SHIPMAIN Addressing?





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Late Work Premiums

- **Definitions:**

- **Base Cost:** Cost to accomplish work if no late work premium is paid.
- **Late Work Premium:** Additional costs incurred as a result of contractor not being authorized to start work early enough to avoid late work premium costs. Late work premium costs include overtime, material expediting, subcontracting, increased management oversight, etc.
- **Total Cost:** The sum of Base Cost and Late Work Premium.

• Every RCC
(Request for
Contract Change)
will have a base
cost and premium
associated with it

THIS
IS A
KEY
CONCEPT



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Late Work Premiums

This relationship is called the Time Relationship (T).

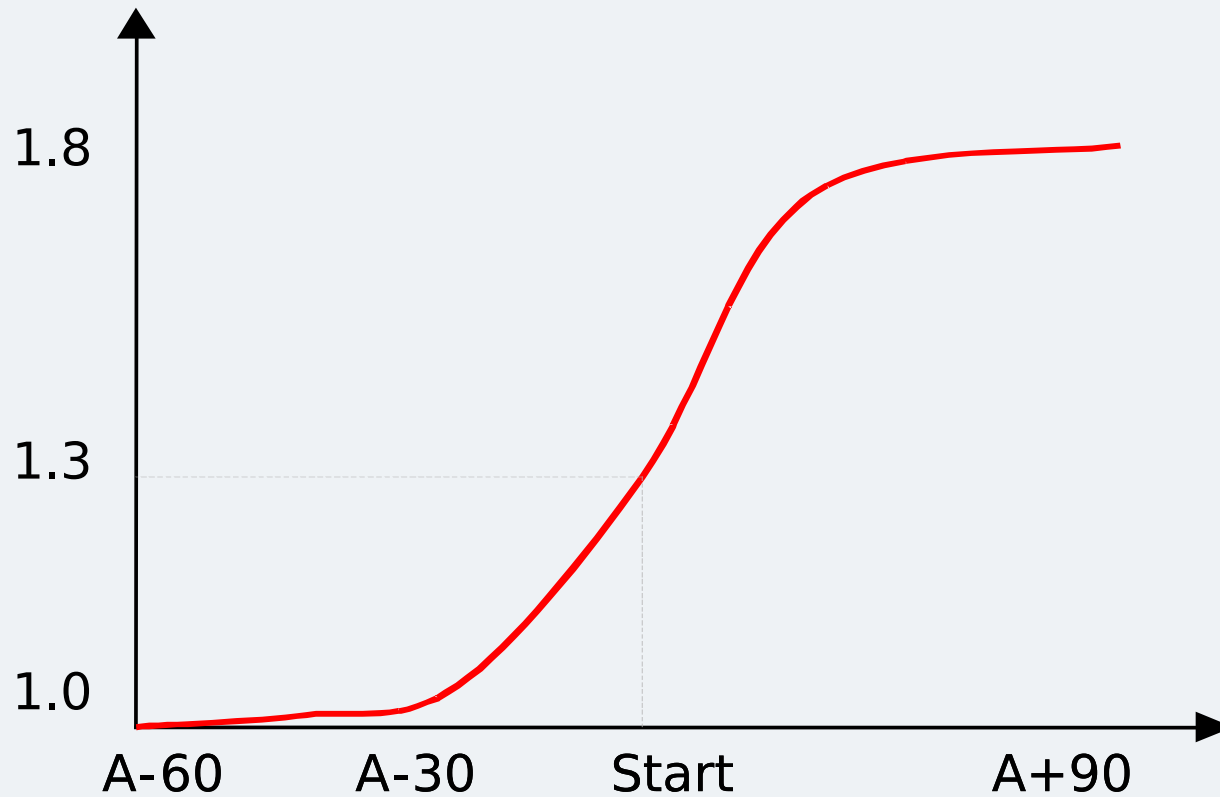
**T = Days from
Contract Award to
RCC Settlement x
100 /Days from
Contract Award to
Availability
Completion**



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Late Work Premium

Cost Multiplier





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Late Work Premiums

- **Late Work Premium Example:**
 - **Assume:**
 - **The Base Cost for a Pump Overhaul is \$1,000.**
 - **The period between CNO availability CONTRACT AWARD and the AVAILABILITY END DATE is 90 days.**
 - **The availability is performed where the relationship between the Time Relationship (T) and the Premium Factor (F) is:**

When T is: Premium Factor (F) is:	The
0 - 0.09	0
0.1- 9.99	0.02
10 - 24.99	0.28
25-49.99	0.66
50 -74.99	0.96
>75	1.06

Late Work Premiums

- **Late Work Premium Example (30 Day):**

- If the Contract Modification for the pump repair is settled **30 days** after the contract award:

$$T = \frac{\text{Days from Contract Award to Contract Mod Settlement}}{100} \times$$

$$\frac{\text{Days from Contract Award to Availability Completion}}{90}$$

$$T = 30 \times 100 / 90 = 33.33$$

From the algorithm:

When $T = 33.33$ the Premium Factor (F) = 0.66

So:

The Late Work Premium that will be paid is: (F) x (Base Cost) = (0.66)(\$1000)

Late Work Premium = \$660

The Total Cost for this \$1,000 Base Cost pump repair is \$1,660 if authorized 30 days after contract award.

- **Late Work Premium Example (80 Day):**

- If the Contract Modification for the **same** pump repair is settled **80 days** after the contract award:

$$T = \frac{\text{Days from Contract Award to Contract Mod Settlement}}{100} \times$$

$$\frac{\text{Days from Contract Award to Availability Completion}}{90}$$

$$T = 80 \times 100 / 90 = 88.9 (90)$$

From the algorithm:

When $T = 88.9$ the Premium Factor (F) = 1.06

So:

The Late Work Premium that will be paid is: (F) x (Base Cost) = (1.06)(\$1000)

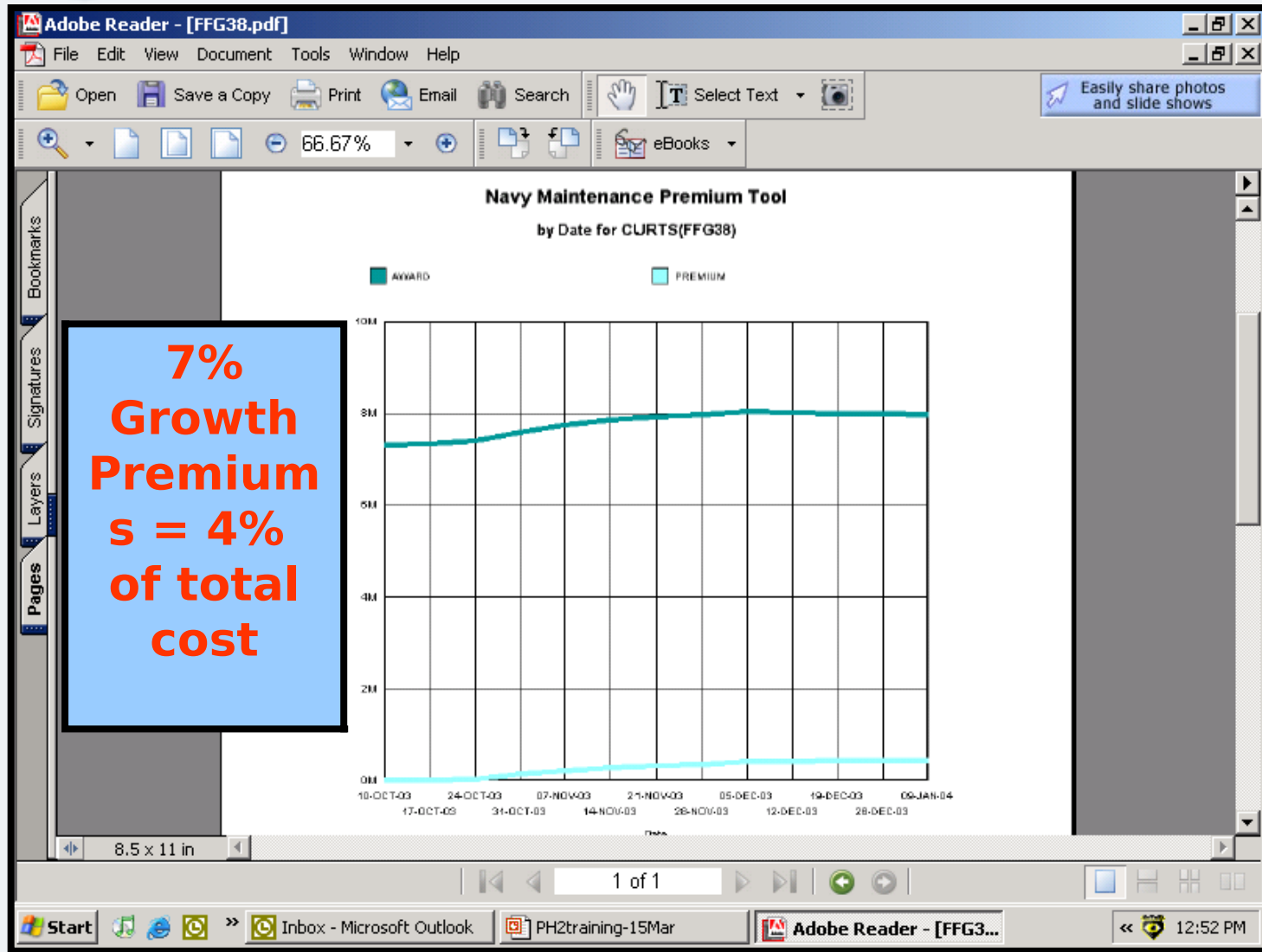
Late Work Premium = \$1,060

The Total Cost for this \$1,000 Base Cost pump repair is \$2,060 if authorized 80 days after contract award.



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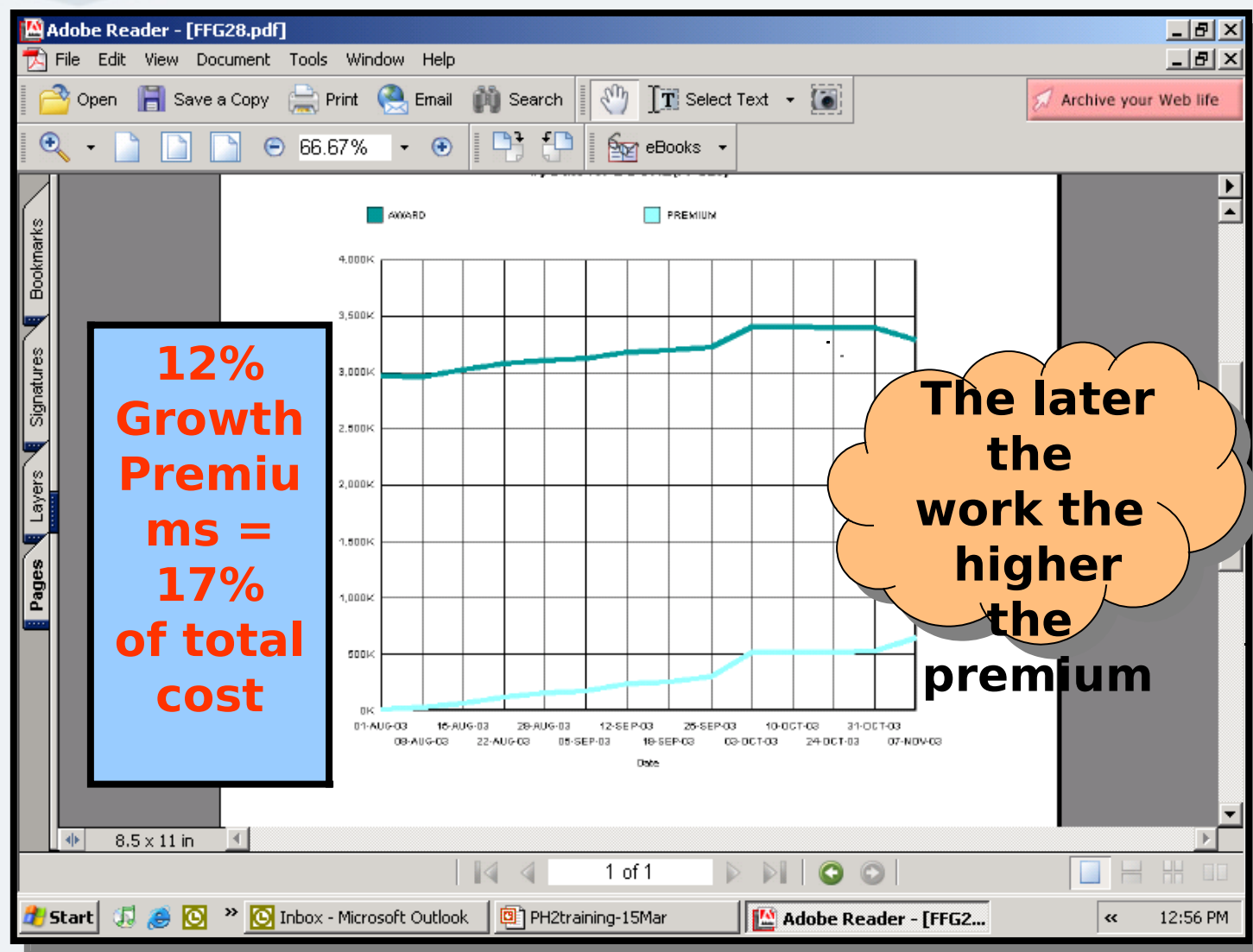
Growth Premiums





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Growth Premiums



Premiums The Bottom Line

- **Every growth or new work item will require premium dollars to complete**
- **If the work must be done then you minimize the premiums by doing it early**





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Funding Management Business Rules

Maintenance Figure of Merit

- Tool for making decisions
- Generated by MST software and in RMAIS
- General Rule: Do the work in MFOM priority but exceptions will exist



For this to work your feedback is essential

Funding Management

- **Maintenance Team Business Rules**
 - Expected to follow the Business Plan
 - Have authority to shift CNO / CM funds
 - Can alter the quarterly phasing plan
 - Requires new phasing plan, SOE, recovery plan (if needed) and RMC approval
 - Growth and New Work requires a BCA
 - If funds are cut, should give RMC an impact statement





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Funding Management

- **RMC Business Rules:**

- Oversees MT Business Plan performance
- Approves MT Business Plan adjustment requests
- Can redistribute controls across MTs
- Controls EM funding and decides how to spend
- Enforce the MFOM requirements
- Quarterly financial summary to TYCO





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Funding Management

- **TYCOM Business Rules:**

- Establishes force policy and directives
- Provides modernization requirements
- Establishes the minimum MFOM threshold
- Makes decision on completely unfunding any CNO availability
- Approves any business plan adjustment request forwarded by the RMC





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Proposal Review and Placement



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Proposal Review and Placement

- **Allows MT to review proposals on a continuous basis**
- **Applies to all maintenance (CNO, CM, EM, etc)**
- **Review for fair and reasonable costs, work scope, and technical aspects**
- **When complete MT passes on to the continuous Technical Advisory Report (TAR) process**
- **MT may shift work between CNO and CM**
- **Look at CM windows of opportunity**
- **MT may recommend availability length adjustments if it reduces premium costs**
- **Depot level work goes to the MS/MO contractor**
- **MT can screen to other places**



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Continuous Technical Advisory Reports (TAR)



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Continuous TAR

- Technical Advisory Report (TAR)
- Done for each individual work item
- Technical Analyst (TA) and MT must work closely together
- Done on a continuous basis vice the old “batch process” TAR (unless under FFP contract)

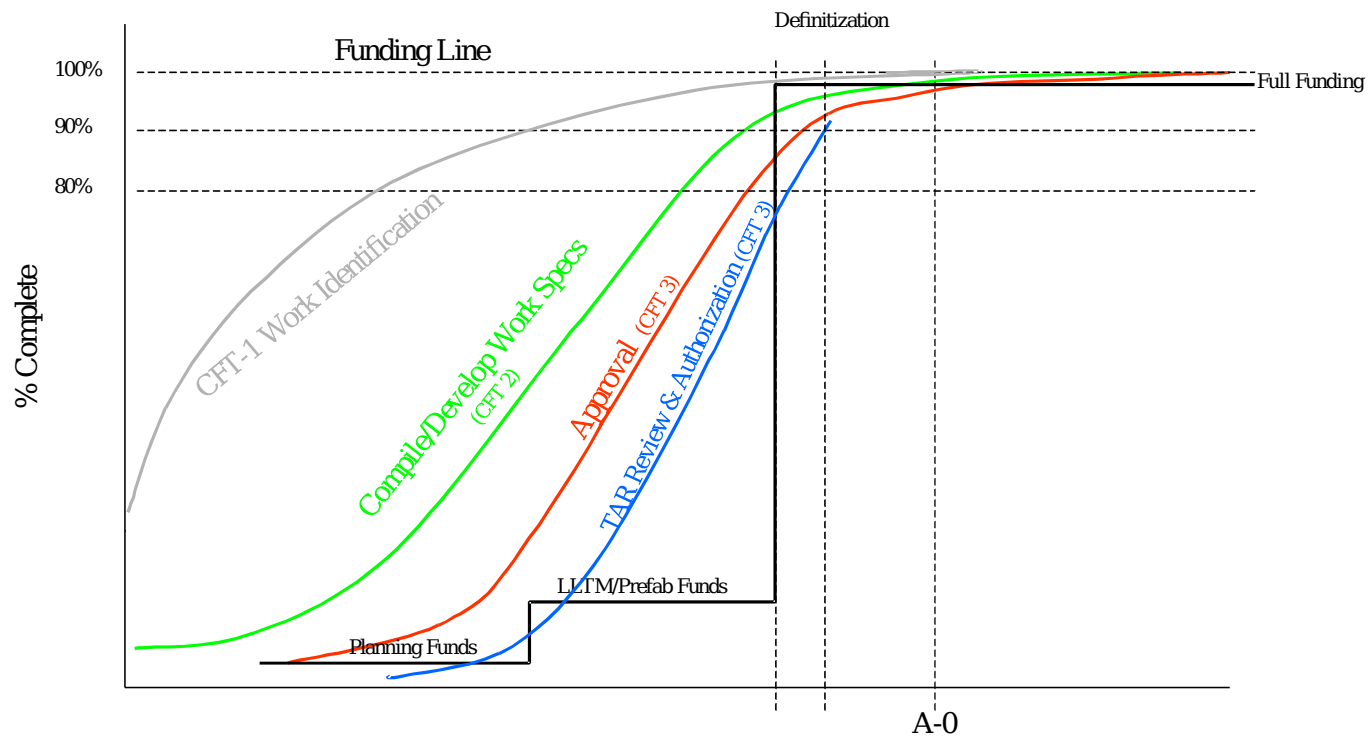


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Entitled Placement Concept

The Final Picture

Entitled Placement Concept



Firm Fixed Price (FFP) Contracts

Firm Fixed Price (FFP) Contracts

- Supplemental guidance for FFP Contracts
- Covers Planning, Placement and Oversight
- Unless otherwise specifically noted, process is common for both MS/MO and FFP contracts



FFP Guidance

- FFP Planning
 - Must include assessments
 - Proper screening between CNO and CM avails
 - Work in a CNO FFP availability should be limited to that which:
 - Requires a facilitated shipyard
 - Cannot be accomplished in a short CM availability
 - Required to support operational readiness
 - Keep to the CNSF standard of 9 week availabilities
 - Use of proven, re-useable FFP work specifications by MTs and planning activities should be the norm
 - MTs must review all contract work specifications prior to issue





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FFP Guidance

- FFP Placement
 - Use of Reservations and Option Items builds in flexibility
 - Goal is to avoid premiums during execution due to late work identification or initiation
 - **Reservations**
 - Integral part of the contract
 - Provides for accomplishment of anticipated but unknown requirements
 - » Boiler Inspection repair items
 - » Tank repair items
 - » Testing items
 - » Lagging
 - **Option Item**
 - Stand-alone work specification with a defined work scope
 - Not to be accomplished unless specifically invoked
 - » Sonar Dome replacement
 - » Flight deck non-skid
 - » Habitability
 - » Modernization items where funding is uncertain

SMART USE OF THESE WILL SAVE YOU MONEY 35



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FFP Guidance

- Option Item Guidelines
 - To be utilized when there is a strong expectation work will be required
 - Must evaluate availability schedule to ensure each option item can be completed on time
 - Must ensure material status will support
 - Reserved for work with a high MFOM
 - Should be invoked as early as possible
 - Funding managed by MT
- Bidder's Questions
 - MT involvement now formalized
 - Submitted to the Procurement Contracting Officer (PCO)
 - PCO will forward questions to MT
 - MT input due back within 24 hours for use in answers
 - MT will be provided final answers



FFP Guidance

- FFP Oversight
 - Avoid the contract changes
 - Use the BCA for potential growth and new work
 - Defer to follow-on CM availability
 - Closely watch premium costs
 - Identify, and prevent repeat, D&D charges
 - MTs must document lessons learned



Maintenance & Modernization Business Plan (MMBP)

Addendum to CNSF NOTE 4703



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Maintenance and Modernization Business Plan (MMBP)

- The tool Maintenance Teams, RMCs and TYCOMs will use to build annual, individual ship maintenance budgets.
 - Standardizes policies and process across all RMCs.
 - Captures modernization requirements, including effects on TYCOM and PEO funding early in the process (pro-rated services and overhead).
 - Formalizes the Maintenance Teams' involvement and responsibility in the development of annual Ship maintenance "budgets"
 - Provides individual ship maintenance funding phasing plans – updated Quarterly



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Maintenance and Modernization Business Plan (MMBP) Plan

Budget estimates in FEB lead to a Phasing Plan in AUG

- Building the Plan:
 - MARCH
 - TYCOM - **Provide budget estimates, schedule information, MRS notional controls (it is anticipated that MFOM Thresholds will be provided starting in FY-05 to build FY-06 MMBPs).**
 - RMC - **Provide initial CNO Availability and CM Control Targets to Maintenance Teams (MT).**
 - APRIL
 - TYCOM - **Provide Modernization requirements (Program and Fleet Alts) to RMC / Maintenance Teams.**
 - MT - **Submit preliminary CNO Avail and CM requirements to RMC for review.**
 - MAY
 - TYCOM - **Provide execution strategy and revised budget estimates to RMC**
 - MT / RMC - **Refine plan, adjust as required, use MFOM to prioritize work.**
 - JUNE
 - RMC - **Submit proposed changes to budgets**
 - JULY
 - TYCOM - **Revise controls or revise execution strategy**
 - RMC - **Provide final controls to MTs**
 - August
 - MT - **Submit final MMBP (with phasing info) to RMC approval.**
 - RMC - **Forward phasing plan info to TYCOM (updated Quarterly)**



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MMBP ORGANIZATION

- The MMBP is comprised of two sections:
 - Executive Summary
 - Schedule Information
 - Summary of Annual maintenance “budget”
 - Summary of planned maintenance and risk assessment
 - Budget Planning Sheet and Phasing Plan
 - CNO, CM and any other Maintenance funding controls
 - Quarterly Phasing Plan





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MMBP Executive Summary

USS TEMPLATE
CG-XX
MAINTENANCE AND MODERNIZATION BUSINESS PLAN
EXECUTIVE SUMMARY
FY 2005

SCHEDULE OVERVIEW

Schedule Information

EVENT	DATES
• Surge Ready Asset	01 OCT 04- 01 JAN 05
• CMAV	20 OCT- 14 NOV 04
• INSURV	17 NOV 04
• CNO Avail DSRA 04	07 JAN 05- 26 MAY 05
• HME&RA/C5RA	14 JUN -25 JUN 05
• Follow on CMAV	06 JULY 05- 23 JULY 05
• Initial Assessment	21 AUG 05
• Underway Demo	10 OCT 05
• FEP	23 OCT 05
• Deployment	01 OCT 05
• Cruiser Conversion	FY 07
• 5 year avail sched	DSRA FY07; SRA FY-09; SRA FY11



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MMBP Executive Summary (cont'd)

USS TEMPLATE CG-XX MAINTENANCE AND MODERNIZATION BUSINESS PLAN EXECUTIVE SUMMARY FY 2005

MAINTENANCE FUNDING REQUIREMENTS

- Continuous Maintenance \$500,000
- DSRA 04 Funding \$10,000,000
 - o TYCOM FUNDING \$5,000,000
 - o NAVSEA FUNDING \$2,500,000
 - o SPAWAR FUNDING \$2,500,000
 - o NAVAIR FUNDING \$NA
- FY-07 CNO Avail Advance Funding \$200,000

Maintenance & Modernization Funding

Summary and Risk Assessment

MAINTENANCE SUMMARY and RISK ASSESSMENT

This ship is fully funded and has no maintenance related risk. The Maintenance Team is effective and has planned for all possible contingencies. The team has not spent a dollar on a maintenance premium in over 5 years.



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Budget Planning Sheet & Phasing Plan

CNO AVAIL

Phasing Plan

FY 05 Budget for USS SHIP (CLS-0)					Q1	Q2	Q3	Q4
FY 05 CNO Avail Budget Total					\$0	\$0	\$0	\$0
	CSMP Now (#AWRs)	Expected CSMP @ lock (#AWRs)	Budget Requirement	Comments				
Repair Total	0	0	\$0	Package Locked				
HM&E (Detail, if req)				Labor and material				
CS/C4I (Detail, if req)				Labor and material				
Modemization	0	0	\$0					
Fleet SHIPALTS				Labor and material				
Program SHIPALTS				TYCOM Pro-ration cost				
a. Package Subtotal					\$0			
b. Current year Adv Pln if any					\$0			
c. Growth (X% of a.)					\$0			
d. Service/Support (X% of a.)					\$0			
e. LLTM					\$0			
f. Award/Incentive Fee (X% of a.-e.)					\$0			
g. Other costs (expl. in summary)								

Award Fee, Misc

Addresses Program Alt Pro-ration cost

CNSF Policy for Growth



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Budget Planning Sheet & Phasing Plan (Cont'd)

CM

CM Phasing Plan

FY 05 Budget for USS SHIP (CLS-0)				Q1	Q2	Q3	Q4
FY 05 CM Budget Total				\$0	\$0	\$0	\$0
				\$0	\$0	\$0	\$0
	#AWR's pending	#AWR's expected	ROM \$'s				
Repair Total	0	0	\$0				
HM&E (Detail, if req)							
CS/C4I (Detail, if req)							
Assessment&Grooms							
Modernization	0	0	\$0				
Fleet SHIPALTS							
Program SHIPALTS							
a. CM Package Subtotal				\$0			
b. Growth (X% of a.)				\$0			
d. Award/Incentive Fee (X% of a.-b.)				\$0			
e. Other costs (expl. in comnts)							
FY 05/06 CNO Avail Advance Funding				\$0			
FY 05 Total Phasing Plan				\$0	\$0	\$0	\$0

Advanced Funding

Habitability , ...

Total Phasing Plan



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Master Spec Catalog Overview





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Master Specification Catalog - Concept

- **The MSC is a Library of reusable:**
 - **Specifications**
 - **Templates**
 - **Supporting documents (“I” Level)**
- **The purpose of the MSC is to reduce costs by:**
 - **Reducing planning effort**
 - **Identifying and promoting best practices**
 - **Effectively managing lessons learned**
- **The MSC is:**
 - **Accessible**
 - **Mandatory**

“Plan once, use many times”

Master Specification Catalog - Location

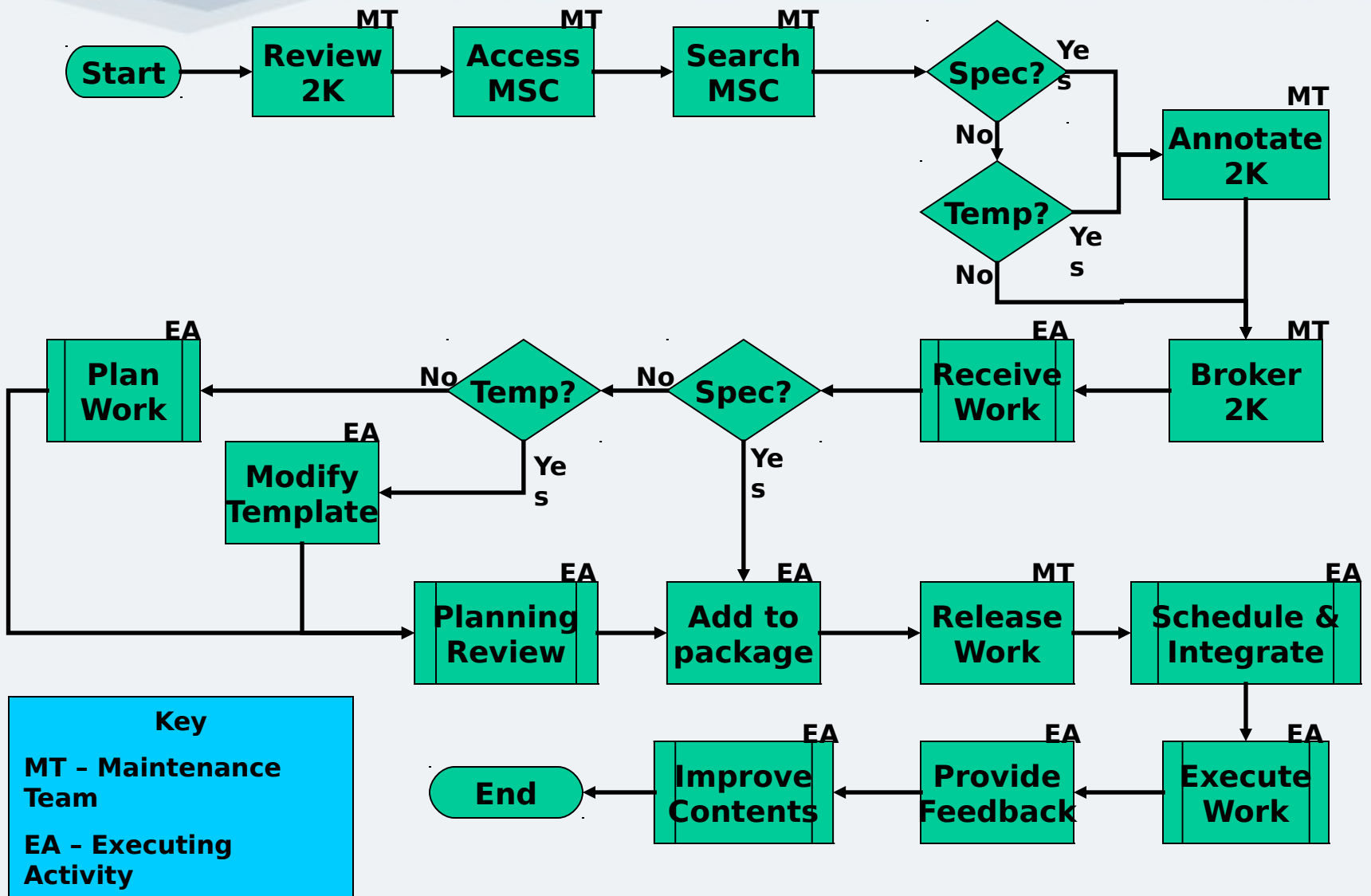
- **“D” level - Navy Maintenance Database (NMD)**
- **“I” level - Navy Enterprise Maintenance Automated Information System (NEMAIS)**





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Master Specification Catalog - Process





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Master Specification Catalog

- **USERS**

- Widest possible user base
- User Controls

“Synergy and volume create savings”

- **MANAGEMENT**

- Central management
- Central planning activity catalog management
- User catalog management

“Aggressive Database Management = Quality data”

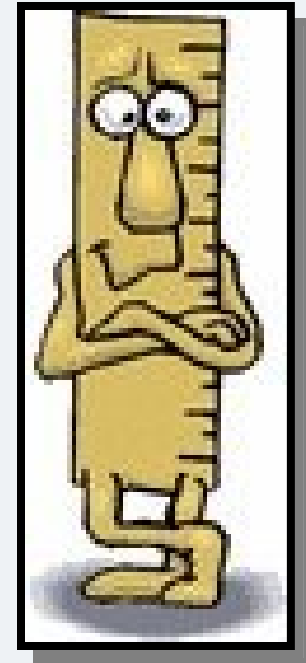


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Master Specification Catalog - Business Rules

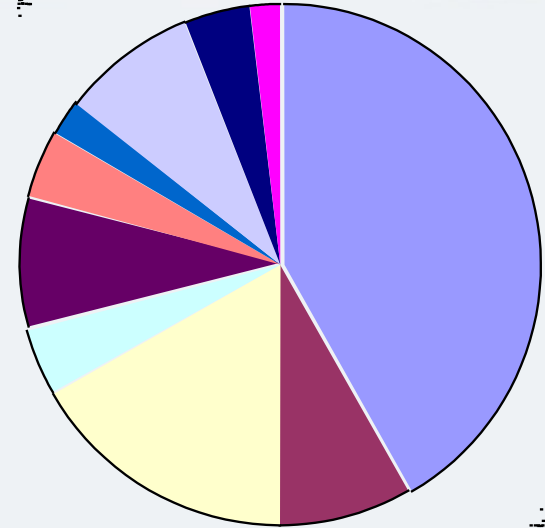
Seven Common Business Rules

1. Master specifications shall be used whenever they fulfill the requirements of a specific maintenance task
2. Master templates shall be the preferred alternative when an appropriate master specification does not exist.
3. Master specifications will be used without change unless conditions found during execution dictate a change to the approved work.
4. Master specifications and templates shall be centrally filed and maintained by a central planning activity. Only the central planning activity will be allowed to store, modify, delete or change the status of a master specification or master template stored in the central library.
5. MSC task lists will adhere to a specific format. The format is defined in:
 - a) Appendix 4E of the SUPSHIP Operations Manual for "D" level items
 - b) Enclosure (1) of the "I" level MSC process manual for "I" level specifications and templates
6. Master specifications are reviewed prior to approval for use as a master specification. No additional planning review is required prior to use of a master specification to accomplish a maintenance task.
7. Although master specifications do not require planning review, they are subject to the normal release, scheduling and integration planning processes.



Master Specification Catalog - Metrics

- **Metrics used to:**
 - Enforce compliance
 - Measure and maintain catalog quality
- **Primary characteristics measured:**
 - Reusability
 - Customer feedback
 - Actual costs against planned costs
 - Material and operation variance during execution (“I” Level)
- **Data is:**
 - Collected, analyzed and used by the central planning activity
 - Reviewed and used by the RMC and SHIPMAIN PIT/CFTs



“You can’t get where you are going if you don’t know where you’re at”



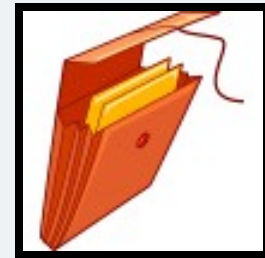
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“D” Level MSC Details - Background

- **History**
 - In use since 1999
 - Replaces AUS and FASS
- **Basic Functionality**
 - JCNs passed from Fleet Brokering System
 - Creates work items from JCNs
 - Work items developed in 4E format
 - Tracks routing, provides full audit trail
 - Creates packages for solicitation
 - Tracks work execution during availability
- **Capability**
 - Fully integrated with RMAIS
 - Centralized database and web application
 - MSC functionality configured and implemented
 - Provides secure access for both government and contractor users

“D” Level MSC Details - Contents

- **Master Specifications**
 - NAVSEA Standard Items - non-deviational
 - Master Spec Work Items - non-deviational
 - Local Standard Items - non-deviational
- **Templates**
 - Class Standard Work Templates
 - Standard Work Templates
 - Local Work Templates
- **Phraseology**
 - Updated yearly
- **Reports**





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NMD MSC Details - Data Scope

- **Mature database**
 - **Approximately 900 availabilities data in NMD**
 - **Approximately 38,000 work specs residing in NMD**
- **MSWIs: 32**
- **SWIs:**

FY	2005	2004	2003	2002	2001
NSIs	104	104	104	103	99
LSIs	4	6	5	12	0

- **Templates:**
 - **CSWTs: 3,959**
 - **SWTs: 192**
 - **LWTs: 1,230**



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"D" Level MSC Details - MSC Search

By FY & Work Category

By CSWT, SWT, & LWT

By MSWIs & Standard Items

Reports

Master Specification Catalog

Phraseology | Templates | Proposed Templates | Master Specifications | Reports

CSWT | SWT | LWT

AGF | AOE | ARS | CG | DD | DDG | FFG | LCC | LHA | LHD | LPD | LSD | MCM | MCS | MHC

DDG 51 | DDG 52

Active	File Number	Version	Activity	Title	Revised	
☒	077-01	1	MSCMO	Hazardous Waste Produced on Naval Vessels; control	Sep 9, 2003	
☒	110-01	1	MSCMO	(BIW) Struts and Stern Tubes; inspect and repair	Aug 12, 2003	
☒	110-02	1	MSCMO	(BIW) Freeboard Structural Repairs; accomplish	Aug 12, 2003	
☒	110-03	1	MSCMO	(BIW) Access Cuts and Equipment Removal Routes; provide	Aug 14, 2003	
☒	110-04	1	MSCMO	Access Cuts and Equipment Removal Routes; provide	Aug 14, 2003	
☒	110-05	1	MSCMO	(BIW) Bilge Keels; inspect and repair	Aug 25, 2003	
☒	110-06	1	MSCMO	(BIW) Access Cuts and Equipment Removal Routes; provide	Aug 31, 2003	
☒	114-01	2	MSCMO	ShipAlt DDG51-341D, Stern Flap Installation; accomplish	Aug 11, 2003	UNDOCK
☒	114-02	2	MSCMO	ShipAlt DDG51-341D, Stern Flap Installation; accomplish	Aug 25, 2003	IN DOCK
☒	123-01	1	MSCMO	Potable Water Tanks; preserve	Aug 13, 2003	
☒	123-02	1	MSCMO	(BIW) ShipAlt DDG51-00185K, Tank Top Stiffening Structural Modifications; accomplish	Aug 13, 2003	
☒	123-03	1	MSCMO	Potable Water Tanks; inspect	Aug 13, 2003	
☒	123-04	1	MSCMO	Accessible Voids and Cofferdams; inspect	Aug 14, 2003	
☒	123-05	2	MSCMO	Fuel Oil Gravity Head, Feed, and Service Tanks; inspect and preserve	Aug 14, 2003	
☒	123-06	2	MSCMO	JP-5 Tanks; inspect and preserve	Aug 14, 2003	
☒	123-07	2	MSCMO	Potable Water Tanks; inspect and preserve	Aug 14, 2003	
☒	123-08	1	MSCMO	Fuel Oil Tanks, Groups One and 2; inspect	Aug 14, 2003	
☒	123-09	1	MSCMO	ShipAlt DDG51-64116D, Bulkhead Stiffener Modifications; accomplish	Aug 14, 2003	
☒	123-10	1	MSCMO	Fuel Oil Service Tanks; inspect	Aug 15, 2003	
☒	123-11	2	MSCMO	JP-5 Tanks; inspect	Sep 4, 2003	ONLY INS

DDG 51 (569 items)

Ready. Logout



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“D” Level MSC Details - Development

- **Recent functionality improvements**
 - Incorporated Lessons Learned Management
 - Provided the ability to develop a work spec without a JCN brokered from RMAIS
 - Provided the ability to link to References Website
 - Template Change Notification for inactive versions of templates
- **Planned improvements**
 - Allow contractors to estimate
 - Allow contractors to enter actual/return costs
 - SHIPMAIN Metrics Automation Support
 - Develop Metric Reports and metrics analysis capability



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“D” Level MSC Details - POC/Access Info

Ann Reilly: NMD Help Desk for user accounts.
757-396-3968 ext. 342 or
ReillyAM@supship.navy.mil



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“I” Level MSC Details - Background

- **History**

- In use since June 2002
- Resident in three regions
- Enterprise system

- **Basic Functionality**

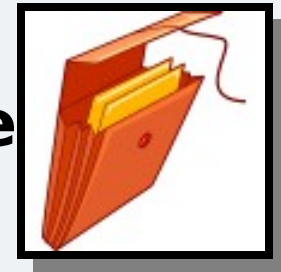
- JCNs passed from Fleet Brokering System (RMAIS)
- Creates notifications from JCNs
- Work orders are planned to fulfill notification requirements
- Task lists contain preplanned operations, estimates and material requirements and can be loaded into work orders
- Creates packages for “I” – level activities
- Tracks work order execution, provides full audit trail
- Content meets 4E specification and JFMM requirements, format is different

- **Capability**

- Integrated with RMAIS
- Centralized database and web application
- MSC functionality configured, data load in progress, implementation pending
- Provides secure access for both government and contractor users (after 1 Apr)

“I” Level MSC Details - Contents

- **Master Specifications**
- **Templates**
- **Standard attachments and references**
- **Standard text**
- **Reports**





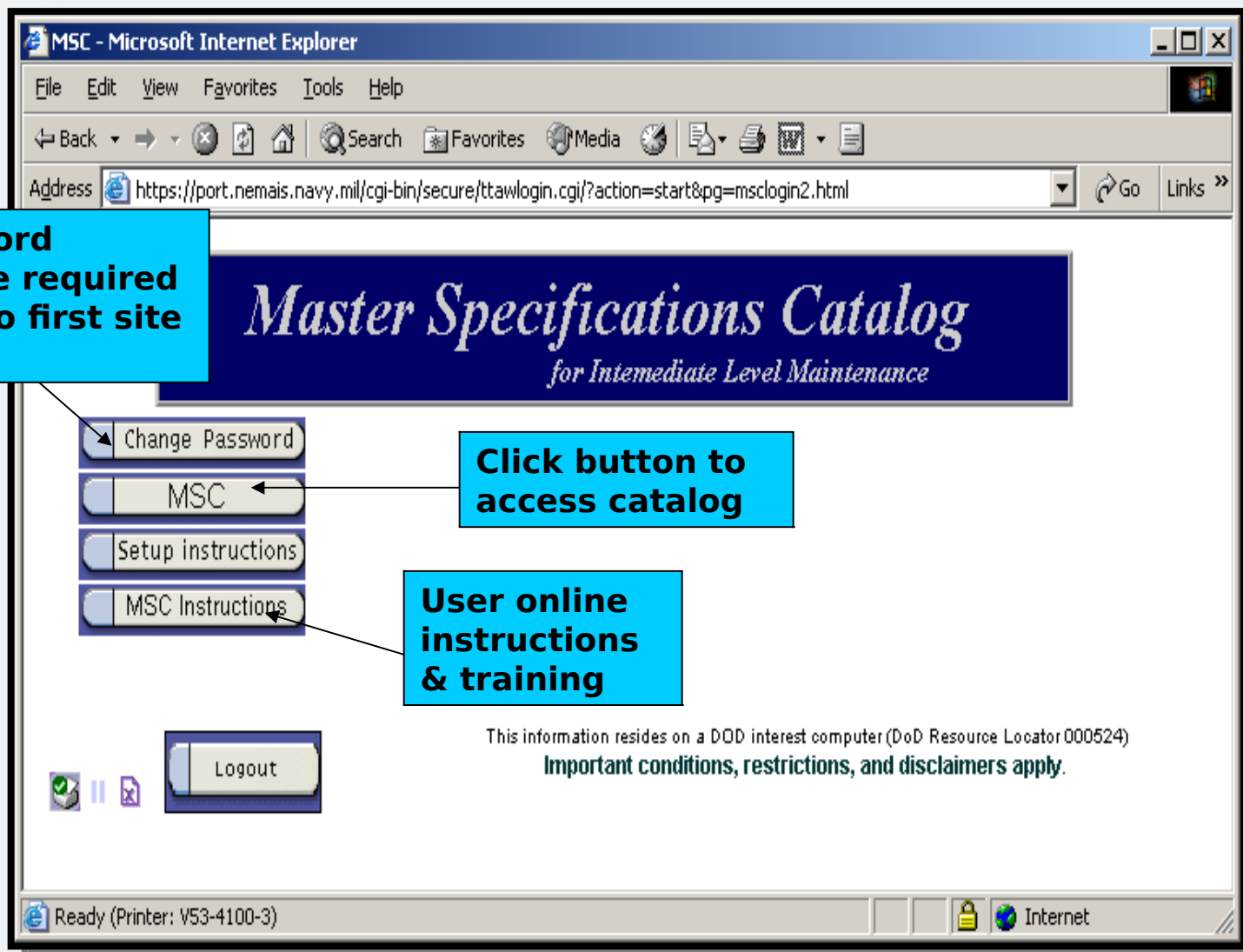
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“I” Level MSC Details - Data Scope

- **Large database**
- **Master specification task lists**
- **Master template task lists**
- **Standard attachments and support documents**

“User start date - April 04”

"I" Level MSC Details - MSC Access



Password change required prior to first site access

Master Specifications Catalog
for Intermediate Level Maintenance

Change Password

MSC

Setup Instructions

MSC Instructions

Click button to access catalog

User online instructions & training

Logout

This information resides on a DOD interest computer (DoD Resource Locator 000524)
Important conditions, restrictions, and disclaimers apply.

Ready (Printer: V53-4100-3) Internet



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“I” Level MSC Details - MSC Development

- **Status**

- Functionality established Jan '04
- Process review and Central Planning Activity training conducted early Feb '04
- Resolving content/format questions
- Data load pending

- **Planned improvements**

- Add phraseology
- Auto transfer of attributes
- Auto transfer of links from SAP to Documentum



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“I” Level MSC Details - POC/Access Info

Padraic Fox
757-852-6657
Padraic.Fox@nets.nemais.navy.mil

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“Availability Numbering Protocol”

Introduction

Fact: The current availability numbering convention is defined by various directives, including Fleet, TYCOM, and RMC level documents with coast to coast and port to port variations.

Fact: The directives have conflicting requirements.

Fact: The combinations of codes allowed by existing instruction are complex and difficult to follow.

Result: Individual interpretation of the various requirements have lead to highly individualized and inconsistent application of availability codes.

Result: The effectiveness of RMAIS, the principle shore maintenance management system, has been marginalized WRT:

- Determining the backlog of CNO, CM, EM & I-level maintenance
- Determining the planned distribution of maintenance across service providers
- Metrics

Solution: Simplify and institutionalize the Availability Numbering Protocol.

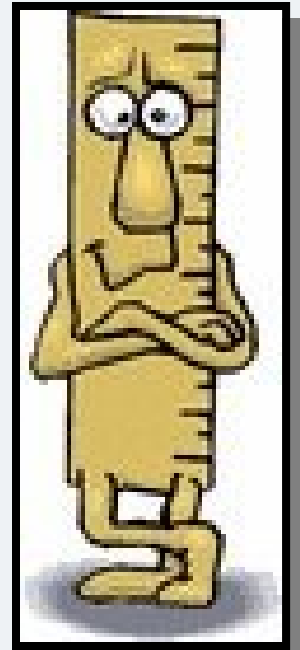


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Business Rules

- General -

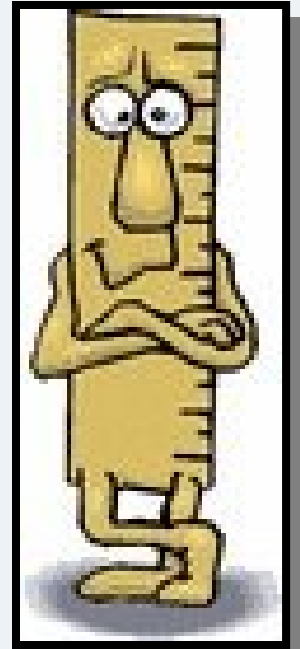
- Availabilities are intended to include all work completed during a specific time period regardless of executing activity.
- During any time period work from two separate availabilities should not be in progress at the same time. Only exception is Emergent Work under the XEM avail. XEM work may be concurrent with the XAZ avail at the discretion of the RMC. ERATA funded work should never be done during a scheduled CNO avail and therefore no XEM jobs should be done concurrent with an XCZ avail.
- Only those personnel authorized to create availabilities may enter the availability number.
- XYZ alpha-numeric avail code + single digit avail category code. The single avail digit code actually is the first digit of the 4 digit code. For example a CNO schedule docking SRA in FY 05 will be a B5C1 avail
- Availability numbers including the avail category digit are not to be used at local discretion.



Business Rules

XAZ

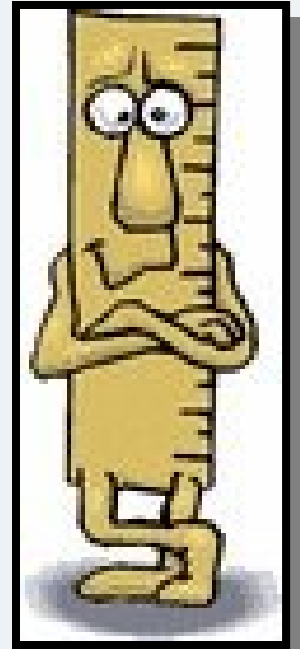
- **X** = FY, **A** = alongside, **Z** = Sequence #
- A for “alongside maintenance” as compared to in a shipyard avail.
- A nominal availability length is no less than **two** weeks and no more than six weeks.
- Availabilities may be scheduled in RMAIS for future years using notional time frames, exact dates can be adjusted later once the schedule is known
- ALL work which occurs during this period is assigned to this avail (e.g. SIMA work, FTSC assessments, AIT work outside of a CNO avail).
Exception is ERATA funded emergent work will be kept in the XEM availability.
- A ship is not to get underway during any period of the availability.
- Allows for packaging of work for defined periods to support project management by the team.
- If the sequence number is > 9, alpha characters will then be used beginning with “A”.



Business Rules

XAZ

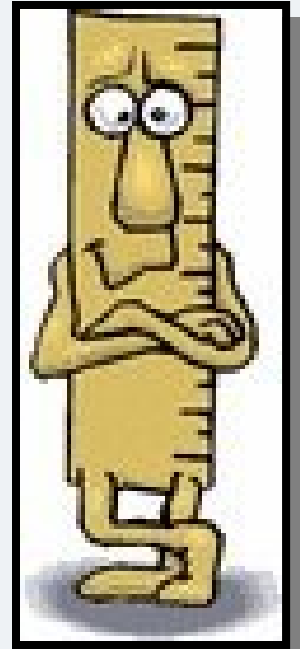
- Job submission for any XAZ Availability must complete by A-40 to allow for proper planning and material procurement.
- If a job scheduled for completion is not **started** then it must be moved into another availability
- Availabilities are to be closed upon completion.



Business Rules

XCZ

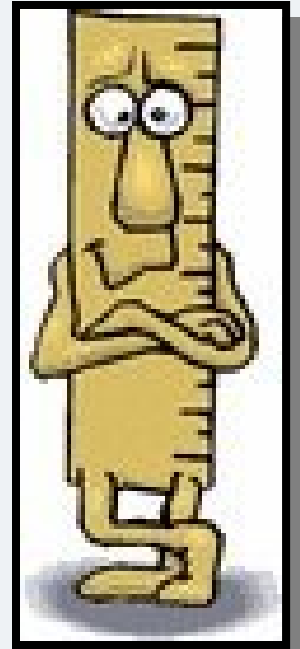
- **X** = FY, **C** = CNO Avail, **Z** = Sequence #
- These are scheduled and planned maintenance periods of longer duration and directed in CNO note.
- These are availabilities normally conducted in a shipyard and under the direct supervision of the NSA.
- ALL work which occurs during this period is assigned to this avail (e.g. Ship's Force work, SIMA work, FTSC assessments, AIT work, etc.)
 - Exception – no work funded with ERATA \$'s will be accomplished during XCZ avails.
- Notional CNO availabilities may be established for years beyond the scope of the OPNAV Note to support long-term work item placement.



Business Rules

XCM

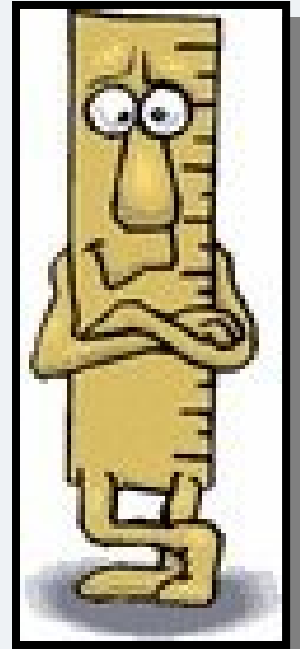
- **X** = FY, **CM** = Continuous Maintenance
- Year long avail: Oct 1 through Sep 30
- CM work which we want to accomplish in the FY during a window of opportunity (**less than two weeks in length**) tied to the ships operational schedule.
- XCM avails are not holding queues, **intent is to screen work to the intended avail the first time.**
- A job is not to be kept in the XCM availability if it is to be accomplished in an XCZ or XAZ availability; the job is to be moved into the appropriate availability.



Business Rules

XEM

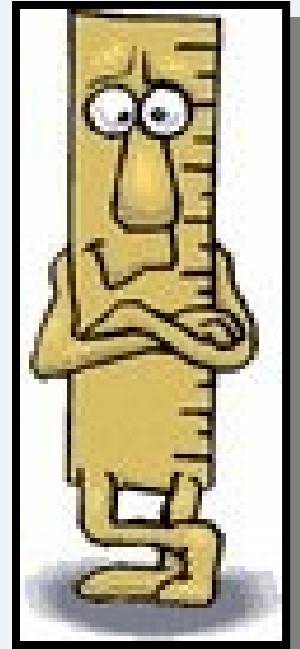
- **X** = FY, **EM** = Emergent Maintenance
- XEM is funded with emergent work funds (RMC administers EM funding)
- XEM work is not accomplished during **XCZ**
- XEM work is not moved from XEM to XCZ or XAZ avails.
- Emergent work discovered during **XCZ avail** will be treated as growth or new work and funded from CNO/CM funds.



Business Rules

UNF

- **UNF** = Unfunded avail
- Can be established one time for life of ship if DECOM date is known. If a DECOM date is not known (other than notional) then a long time frame will be used, initial estimate is at least ten years.
- To be used only for legitimate long term unfunded items which cannot be placed in any avail even one several years out.
- Generally work candidates with low MFOM.
- All work candidates must have estimates.
- Summation of UNF avail work adds to budget forecasts.
- Work can be reassigned to other “execution” avails as budget permits.



Availability Codes

The availability category table is an OPNAV/Joint Fleet controlled table. This entry forms the first digit of the four-digit availability code. Personnel authorized to create availabilities including the Port Engineer and Type Desk Officers may enter the Availability Category.

Code	Text
A	Alongside Scheduled Continuous Maintenance
B	Docking Selected Restricted Availability (DSRA)
C	Selected Restricted Availability (SRA)
D	Complex Overhaul
E	Extended Incremental Selected Restricted
F	Extended Docking Selected Restricted Availability (EDSRA)
G	Extended Selected Restricted Availability (ESRA)
H	Docking Incremental Selected Restricted Availability (DISRA)
I	Intermediate Maintenance Availability
J	Incremental Selected Restricted Availability



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Fund Account Code

Proper use of the fund account code is essential to the success of this system. The fund account code will be a two-digit exportable field in RMAIS. A fund account coded must be assigned to every 2K assigned to an availability. FAC is a mandatory entry for all surface force work. The FAC table is currently NAVSEA controlled. Any member of the maintenance team

Code	Text
AA	TYCOM CM Non-Nuclear
AB	TYCOM EM Non-Nuclear
AC	TYCOM Diving Services
AD	TYCOM Fleet Alteration (non nuclear)
AE	TYCOM FUNDED SEMAT (etc) Ships Force Assistance
AF	TYCOM Nuclear Maintenance/Repairs
AG	TYCOM Nuclear Alteration
AH	TYCOM Funded CNO Scheduled Availability Maintenance
BA	NAVSEA Nuclear Alteration
BB	NAVSEA Ordnance Alteration (ORDALTS)
BC	NAVSEA Program Alteration Non-Nuclear
BD	NAVSEA - Unique - Non-Nuclear (Includes alt development, tech support, and SSO)

Timeline

- Mid March - CNSF Issue SHIPMAIN Gram 3 announcing new avail numbering protocol
- Mid March - April 30 train on new requirement
- April 30 – implement new protocol on all FY-05 avails that are not currently in a planning stage using the legacy numbering system



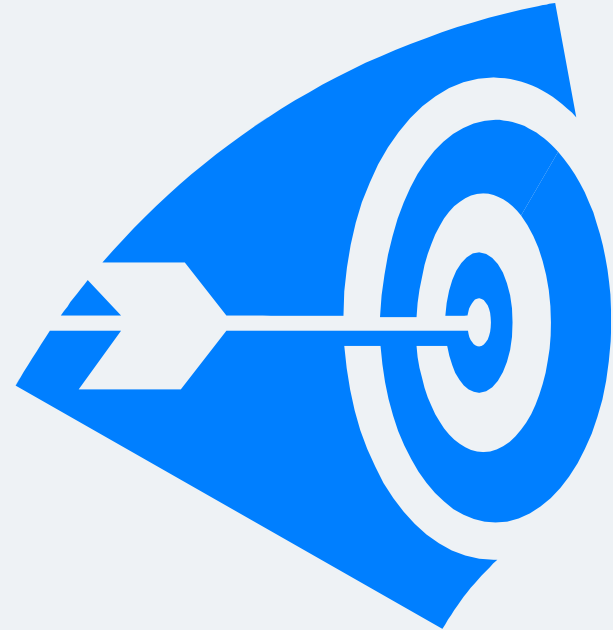


SHIPMAIN

SHIPMAIN Process Expectations and Metrics

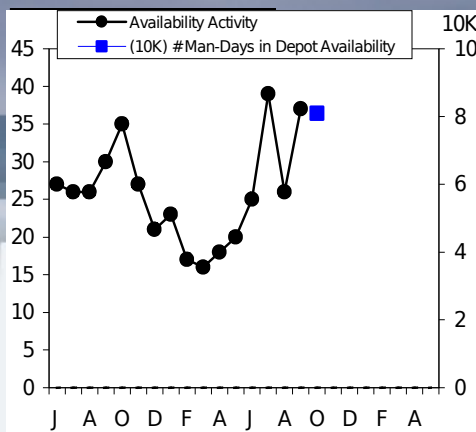
Expectations

- Follow the process
 - BCA, SOE
- Use the MFOM
- Maintenance Business Plan Performance
- Watch your metrics
- Manage Growth and New Work

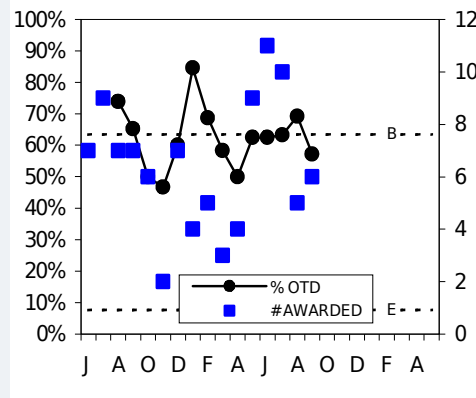


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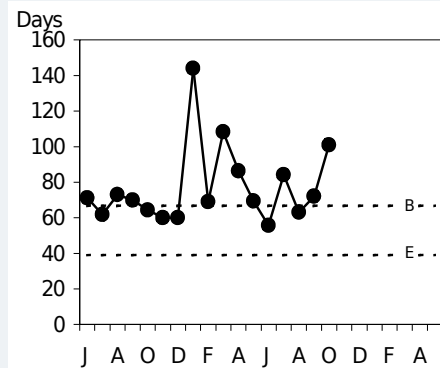
CFT 3 - Placement & Oversight Data is current as of 01 Nov 03



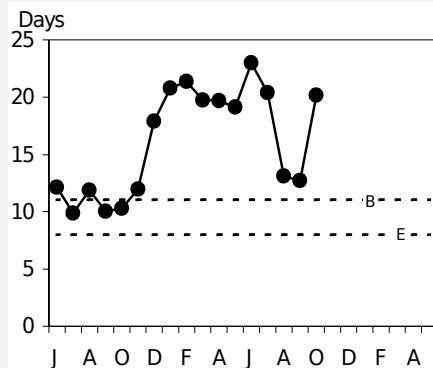
1. Availability Activity (CNOs)



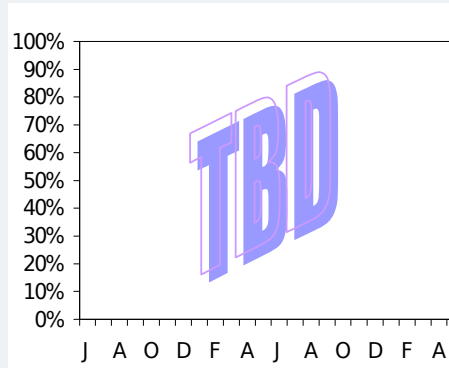
2. Award OTD (3 mo avg)



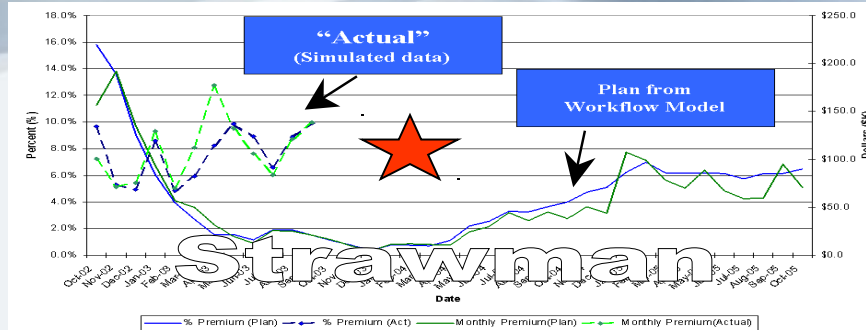
3. Proposal dCT
& Evaluation dCT



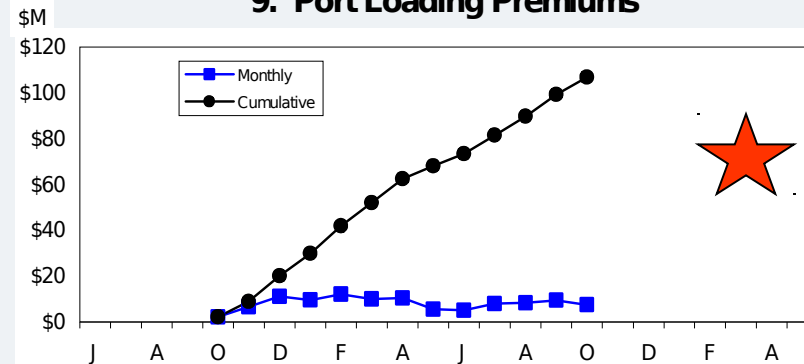
4. Contract Mod dCT



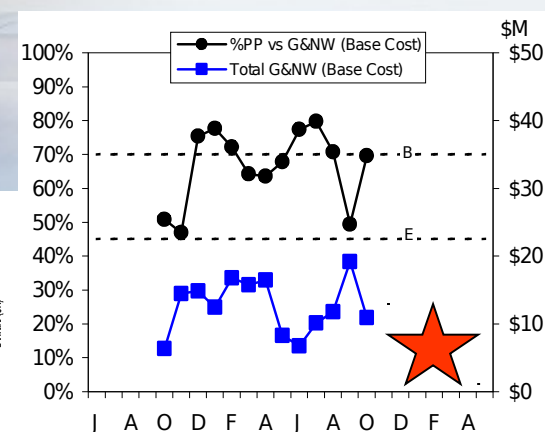
5. Funding Stability



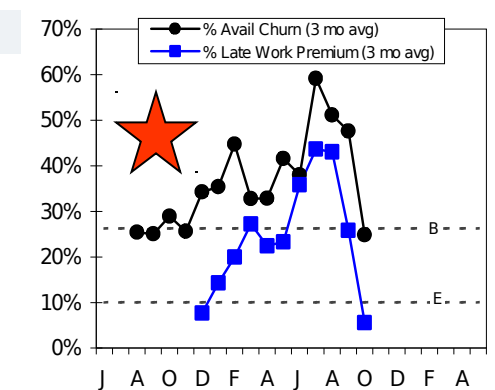
9. Port Loading Premiums



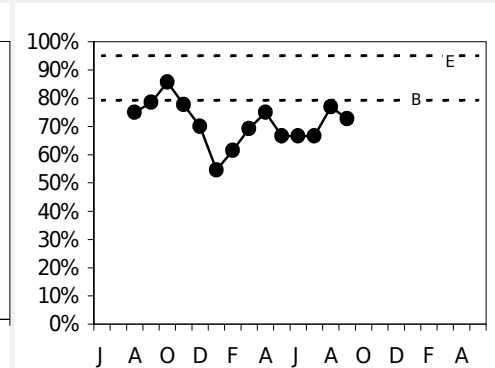
10. Late Work Premiums



8. G&NW Premiums



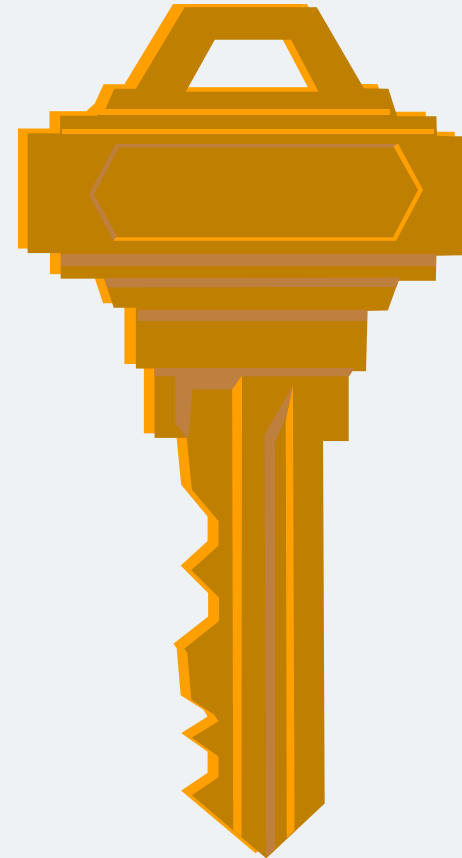
7. Availability Churn



6. Completion OTD (3 mo avg)

Keys To Success

- **Training**
- **Discipline**
 - Follow the Process
- **Feedback**
 - Gather the Facts
 - Look for the Barriers
- **Process Improvement**
 - Cycles of Learning





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Final Questions?